

OFFICE OF COUNSEL
NORFOLK NAVAL SHIPYARD
PORTSMOUTH, VIRGINIA 23709-5000

5720
107-034-21-jlt
November 24, 2021

VIA MAIL
Rosa Santos
The FOIA Group
P.O. Box 368
Depew, VA 14043

Subj: FOIA REQUEST DON-NAVY-2021-001245

Dear Ms. Santos:

This letter is in response to your request under the Freedom of Information Act (FOIA) request, assigned tracking no. DON-NAVY-2021-001245, dated November 4, 2021.

Norfolk Naval Shipyard FOIA office received responsive documents pertaining to your request for review and release. Your request was carefully considered under applicable portions of FOIA (5 U.S.C. 552), as amended (implemented by Department of the Navy Directive SECNAVINST 5720.42F).

This review indicated a requirement to redact certain information. Notations in the documents explain which exemption applies to each redaction. The specific exemptions used for the redactions indicated in the report are as follows:

5 U.S.C. 552 (b)(6): Information that, if disclosed, would result in a clearly unwarranted invasion of personal privacy, specifically, names and numbers.

You have the right to an appeal. It must be received within 90 calendar days from the date of this letter. Please provide the appeal authority (see below) the following in an envelope marked "FOIA appeal":

- a letter requesting an appeal that explains what you are appealing with any supporting arguments or reasons you think may be worthy of consideration;
- a copy of your initial request;
- a copy of the letter of denial.

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Also, please provide me a copy of your appeal letter at James M. Metcalfe, Norfolk Naval Shipyard Office of Counsel, Portsmouth, Virginia 23709, or you can email it to james.m.metcalfe@navy.mil

There are two ways to file an appeal through FOIAonline or by mail.

Through FOIAonline. This will work only if you set up an account on FOIAonline before you make the request that you would like to appeal. To set up an account, go to FOIAonline (this is a website that will appear at the top if you search the internet for "FOIAonline"), click "Create Account" (a link located within the blue banner at the top in the upper right corner), enter your data into the field that subsequently appears, and click "Save" (at the bottom left of the screen). With your account thereby created, you will have the ability to file an appeal on FOIAonline to any request you file on FOIAonline thereafter. To do so, locate your request (enter a keyword or the request tracking number in the "Search for" field on the "Search" tab), click on it, then click on the "Create Appeal" tab in the left-hand column. Complete the subsequent field, click "Save," and FOIAonline will submit your appeal.

By mail. Address your appeal to:

The Judge Advocate General (Code 14)
1322 Patterson Avenue SE, Suite 3000
Washington Navy Yard, DC 20374-5066

If you have any questions, please contact the FOIA coordinator at james.m.metcalfe@navy.mil, (757)396-8625. You may also contact the DON FOIA Public Liaison, Christopher Julka, at christopher.a.julka@navy.mil, (703)697-0031. In addition, the Office of Government Information Services (OGIS) provides a voluntary mediation process for resolving disputes between

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persons making FOIA requests and the Department of the Navy
(DON). For more information, go to
<https://www.archives.gov/ogis/about-ogis/contact-information>.

Sincerely,

Jacqueline Thompson
JACQUELINE THOMPSON
Initial Denial Authority